



Southern California Association of Governments

Human Resources

818 West 7th Street, 12th Floor, Los Angeles, California 90017 • (213) 236-1910 • www.scag.ca.gov

REGIONAL PLANNER, DATA/GIS #380

Limited Term

Associate Regional Planner \$58,787 – 76,423 annually

Senior Regional Planner - \$64,666 - \$84,066

Application Deadline, Friday, June 26, 2009

There are two positions that will be available July 1, 2009. Both positions are at-will limited term positions. One position is funded for two years and the other for one year. Both positions can be filled at either the associate or senior level. These positions report to the Model/Tool Development, Data/GIS and Forecasting Division within the Planning Methods, Assessment and Compliance Department. These positions will be required to perform a variety of professional level work required to develop the Regional Transportation Plan (RTP), including administrative and coordination functions. The RTP provides Southern California with a transportation vision through the year 2035 and provides a long-term investment framework for addressing the region's transportation and related challenges.

Essential Duties

- Provide analytical expertise in the development of the Regional Transportation Plan (RTP) and other SCAG mandates and initiatives. This will be accomplished by providing GIS spatial analyses, producing maps, managing and updating GIS data, and programming expertise in SAS programming.
- Assist in the coordination of department budgets, budget amendments, progress reporting, OWP development and other administrative matters requested by the Division Manager and the Department Director.
- Provide support in all aspects of the acquisition, development and dissemination of the agency's data and information about the Southern California region.
- Assist division staff in the development and implementation of data administration policies.
- Lead in the fulfillment of data/information requests from SCAG staff, SCAG member agencies, other public agencies and the general public.
- Determine the scope of socio-economic and planning research to be undertaken and establish the appropriate research methodology.
- Work closely with partner agencies and the public.

- Represent SCAG at regional and statewide meetings regarding the RTP.
- Participate in Division outreach activities with Subregions, local jurisdictions and major stakeholders.
- Engage in research activities related to various issues of urban/regional planning.
- Support all Data/GIS and model development requirements related to SB375 implementation.

Ideal Candidate Qualities

- Experience using SAS and other computer programming languages
- Experience in GIS spatial analysis
- Strong background in statistics
- Expertise using ArcGIS 9.2, ArcCatalog, etc.
- Experience in Geocoding
- Strong computer knowledge and skills including the entire Microsoft suite
- Familiarity with school enrollment, housing prices, building permits, employment database, General Plan, land use and parcel level data
- Strong written and verbal communications skills
- Ability to handle various assignments at the same time

Essential Qualifications

Education: Bachelor's degree from an accredited college or university with major course work in urban and regional planning, transportation planning, geography, economics or a related field. A Master's degree may substitute for one year's experience.

Experience and Training: **Associate:** Three years of professional urban or regional planning experience that includes extensive experience working in GIS and data analyses. **Senior:** Four years of professional urban or regional planning experience that includes extensive experience working in GIS and data analyses.

Knowledge of: Analysis and research methods; theories, principles and practices of urban planning and development; Federal and State regional planning laws and regulations.

Ability to: Adapt and apply formal research methods and principles to research urban and regional planning and related issues of an applied practical nature; select and interpret socio-economic data; analyze and design socio-economic data and application systems; communicate effectively to individuals and groups related to the area of socio-economic research and planning; prepare and present technical socio-economic reports and planning research.

APPLICATION AND SELECTION PROCEDURE

Applicants **must** submit a completed SCAG application and resume to:

Southern California Association of Governments

Attn: Human Resources Office
818 West 7th Street, 12th Floor
Los Angeles, California 90017
(213) 236-1931
(213) 630-1493 fax
www.scag.ca.gov

Application deadline is Friday, June 26, 2009.

EMPLOYMENT INFORMATION

- Qualified applicants will be invited to participate in the selection process based on the application and resume submitted. Applicants must clearly demonstrate through their application materials that they meet the qualifications listed above. The selection process may consist of an application screening, oral presentation, written examination, and oral board interview.
- Before employment, applicants will be required to provide documentation that verifies their proof of eligibility to work in the United States.
- Reference checking will be done prior to hire. A thorough background check including a review of criminal history, DMV report, pre-employment physical, alcohol and drug-screening and financial history may be conducted for certain classifications.
- Employees in limited term assignments serve no probationary period and do not accrue seniority. This is an at-will assignment and employees can be discharged at any time.

EMPLOYEE PROGRAMS AND BENEFITS

- **Insurance Coverage:** Employees may choose from two HMO and two PPO CalPERS health plans and two dental plans. SCAG contributes \$800/month towards insurance premiums with the cost difference paid out in cash. Life insurance, in the amount of \$50,000 is provided by SCAG. Short term and long term disability insurance plans are provided by SCAG.
- **Retirement:** Employees become members of the California Public Employees' Retirement System

(CalPERS) 2% @ 55 plan. SCAG pays the employee's 7% contribution. ICMA and MetLife 457 deferred compensation plans are available. Employees do not pay into Social Security.

- **Holidays:** A total of 13 paid holidays – 9 designated and 4 floating – are provided annually.
- **Vacation:** Ten to twenty days per year, depending on length of experience.
- **Sick Leave:** Employees earn sick leave at the rate of one day per month.
- **Health, Dependent Care, and Parking Reimbursement Account:** A tax-exempt savings plan is offered to pay eligible expenses associated with health, dependent care, and parking.
- **Rideshare/Transportation Incentive Program:** SCAG pays up to \$155 towards monthly bus pass, vanpool, or Metrolink, \$35 per month for ridesharing. In order to receive this benefit, employees must use one of the listed options at least 13 days per month.
- **Flexible Time/Modified Work Week:** Some employees may work a modified 9-80 work schedule, with every other Friday off. SCAG offers a flexible work schedule to allow employees some flexibility on daily work hours.
- **Other Benefits:** SCAG offers credit union membership in the E-Central Credit Union. Employees may have their paychecks automatically deposited. A tuition reimbursement program is offered to employees.

THE ORGANIZATION

The Southern California Association of Governments (SCAG) is a regional planning agency and a Council of Governments, established in 1965. SCAG works to develop long-range policies and action plans to address issues of regional and sub-regional concern and to help local agencies meet Federal and State planning mandates. SCAG serves as a center for information exchange on a broad range of transportation, growth management, environmental, infrastructure, and institutional issues. The SCAG region includes six counties, one hundred eighty-nine cities, 38,000 square miles and a population of over 18 million. For more information on SCAG, please visit our website at www.scag.ca.gov.

EQUAL EMPLOYMENT OPPORTUNITY

SCAG is an equal employment opportunity employer. All personnel policies and programs are administered without regards to race, color, religion, political belief, age, national origin, sex, disability, cultural background, or sexual orientation. If you require assistance to participate in this recruitment, please call the Human Resources Office at (213) 236-1931.